

16-19 Bursary Fund 2022/23

Further information to help you submit the correct evidence to support your bursary application form

This fund is available to learners who are aged between 16-18 years old on the 31st August 2022. Learners aged 19 or over are only eligible to receive a discretionary bursary if they are continuing a study programme they began aged 16-18 or have an Education Health Care Plan (EHCP).

There are three bursary categories available:

- **Enhanced Bursary**
- **Discretionary 1**
- **Discretionary 2**

In addition, students domiciled in Wales and who qualify for EMA can apply for the FCM allowance providing they meet ESFA Government Guidelines.

Banding	Criteria	Travel	Equipment	Educational visits	Childcare (20+only)	Meals	Payments
EB	Meet Conditions of Enhanced bursary	100% funded	100% Funded. 50% will be utilised from the £1200 bursary allocation	100% funded (up to £500)	100% funded	Subject to meeting criteria for FCM as per Government Guidelines	Up to £1200 paid over a 34 week period
Band 1	Eligible for FCM as per Gov Guidance or in receipt of Pupil Premium at school	100% funded	100% funded up to £250	100% funded up to £500	100% funded	Subject to meeting criteria for FCM as per Government Guidelines	No funding
Band 2	Household income below £26,100	100% funded	100% funded up to £250	100% funded up to £500	100% funded	No funding	No funding
EMA Wales	Eligible for EMA	100% funded	No funding	No funding	No funding	Subject to meeting criteria for FCM as per Government Guidelines	No Funding

Enhanced Bursary:

There are four categories, namely:

In Care/Care Leaver

If you are in care, care leaver or classed as a looked after child we require a letter confirming these details. Ask your case worker/social worker to provide a letter, this can be confirmed by email but must be clearly from the local authority (on official headed paper)

Income Support

If you are in receipt of income support and are financially supporting yourself and someone who is dependent on you who also lives with you such as a child or partner, we need a letter dated within the last 3 months confirming details. If you cannot get a current letter, you can still provide the letter you already have with a current bank statement to confirm you are still receiving the benefit.

Universal Credit

If you are in receipt of universal credit and are financially supporting yourself and someone who is dependent on you who also lives with you, such as a child or partner, we need the last 3 months payment statements, which you should be able to print from your online account. We also need to see a current tenancy agreement in your name.

ESA & DLA/PIP

If you are in receipt of Employment Support Allowance and Disability Living Allowance or Personal Independence Payment, we will need to see a letter dated within the last 3 months confirming details. If you cannot get a current letter, you can still provide the letter you already have with a current bank statement to confirm you are still receiving both benefits.

Please note you are not automatically entitled to FCM (free college meals) under this category unless you are in receipt of a means tested benefit, see list below.

Bursary – Band 1 (includes meals)

This funding is available to learners who are classed as disadvantaged. Free meals in further education defines disadvantage as learners being in receipt of, or having parents who are in receipt of, one or more of the identified means tested benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa
- Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals
- In receipt of Pupil Premium at school

Bursary - band 2 (does not include meals)

If you do not meet the criteria above for free college meals you may still qualify for support if you are living in a household with an income below £26,100 and in receipt of any of the benefits listed below.

Examples of evidence required if you are applying for Discretionary 1 or Discretionary 2 bursary

Universal Credit

The most recent 3 months payment statements , you should be able to print off details of your award from you online account.

Working/Child Tax Credits

Tax Credit Award Notice (TCAN) 21/22 showing actual income for year 21/22. Income needs to be less than £26,100.

Final Tax Credit Award Notice 21/22. Income needs to be less than £30,000 . Annual review notice 21/22 - for this evidence to be considered the review notice should specify that you will not be sent another award for the year 22/23 and include working and child tax figures (if applicable). Income needs to be less than £30,000.

Income Support /JSA (Income based)

A DWP letter dated within the last 3 months confirming details. If you cannot get a current letter you can still provide the letter you already have with a current bank statement to confirm you are still receiving the benefit.

EHCP + DLA/PIP – 19+ Learners

A DWP letter dated within the last 3 months confirming details of Disability Living Allowance or Personal Independence Payment. If you cannot get a current letter, you can still provide the letter you already have with a current bank statement to confirm you are still receiving both benefits. Evidence of an EHCP can be supplied by the College Learner Services Department.

Pension Credits

A DWP letter dated within the last 3 months confirming details of the pension credit award. If you cannot get a current letter , you can still provide the letter you already have with a current bank statement to confirm you are still receiving the benefit.

If you are still unsure about what evidence to supply, or wish to enquire about another benefit you receive, you can contact the bursary team, via the e-mail - bursary@ccsw.ac.uk or check our website for details of a live bursary chat facility when you can speak to one of the advisers directly.